

Board of Library Trustees
Minutes 04/10/19

Present: Monika Brodsky (Vice Chair), Jeanne Ivas, Victor Posada, Kathie Fitzgerald, Sarah Summers, Judy McConarty (Director), and Rachel Breen

Call to Order: Meeting called to order at 7:04 PM.

Additions to the Agenda: FY20 closed dates, date for June meeting, and fundraising ideas for the Trustees.

Approval of Minutes: March minutes approved.

Reports:

Director: Judy reported that the 2nd State Aid disbursement from the MBLC has been received totaling State Aid Funds to \$14,646.89 for FY19. The second grant disbursement request for the Building Project was submitted on April 2nd. General contractor bids are due by April 26th and construction of the new library is currently scheduled to begin in late May/early June. The Turning the Page Celebration held on Sunday, March 31st was a great success with over 250 people visiting the library.

Financial: As of the end of March, the remaining balance in personnel services is \$116,273.29. The remaining balance in general expenses is \$68,402.26. The total for the cash drawer receipts from July-March is \$8,818.93, and the total for copier money is \$2,020.00.

Friends: The Friends will continue to meet quarterly. Fred the Shed and the custodial shed are currently included with the demolition of the current library.

Building Project Update:

Temporary Location Update: The library will be closed for the move beginning on April 16th through May 12th. At the temporary location, fit-out is currently underway. John Lunn has begun electrical work, custodians Tom Fazio and Steve Fitzpatrick have begun work on the office partitions, and the new LED lights have been delivered. Sterling Movers delivered packing crates on Wednesday, April 10th and staff will meet with Sterling on Thursday, April 11th for a pre-move meeting. The move to the temporary location will begin on Monday, April 22nd.

Surplus Items: Trustees have been provided with a current surplus list, but other items may be added during the moving process. The Beautification Committee will not be taking anything from the Japanese Garden and have decided not to transplant any of the current plantings. Jeanne will ask Tree and Grounds about moving Japanese Garden structures.

Project Timeline: Judy shared the updated Project timeline.

Groundbreaking: Judy suggested that the Trustees begin thinking about the Groundbreaking. Examples of Weymouth's invitation and ceremony itinerary were shared with the Trustees.

Foundation Update: The Foundation last met on Saturday, March 23rd. They were present at the library's Turning the Page Celebration where they handed out informational brochures, sold candy bars, and offered a 50/50 raffle. Tracy White submitted a grant proposal to Eastern Bank and received approximately \$250 in grant funds. Their next meeting will be held on Saturday, April 13th.

Town Meeting: Town Meeting will be held on May 6th and May 7th. Judy and Trustees will attend.

FY20 Closed Dates: Trustees approved proposed closed dates for FY20.

Closed dates include:

Friday, July 5, 2019
Saturday, July 6, 2019
Saturday, August 31, 2019
Tuesday, December 24, 2019
Saturday, May 23, 2020

1 pm closing dates:

Wednesday, November 27, 2019
Tuesday, December 31, 2019

Sunday closed dates:

October 13, 2019
December 22, 2019
February 16, 2020
April 12, 2020

Fundraising idea for Trustees: Jeanne proposed that Trustees, past and present, pool funds together for a combined Trustee donation with a suggested goal of \$15,000. It was discussed that the donation could go towards the acknowledgement opportunity for the Periodicals room and that a plaque listing the names of former and current Trustees since 1974 be made for the room. Trustees also agreed to rename the "Periodicals Room" to "Reading Room." Following that discussion, Trustees proposed moving the Marjorie Pote recognition to the Meeting Room.

The next meeting will be Wednesday, May 15, 2019.

Meeting adjourned at 7:51 PM. Recorded by Rachel Breen